



# City of Richmond

## Report to Committee

**To:** Planning Committee **Date:** December 17, 2019  
**From:** Kim Somerville **File:** 01-0100-30-RCSA1-01/2019-Vol 01  
 Director, Community Social Development  
**Re:** **Richmond Community Services Advisory Committee (RCSAC) 2019 Annual Report and 2020 Work Plan**

### Staff Recommendation

That the staff report titled "Richmond Community Services Advisory Committee (RCSAC) 2019 Annual Report and 2020 Work Plan", dated December 17, 2019, from the Director, Community Social Development, be approved.

Kim Somerville  
 Director, Community Social Development  
 (604-247-4671)

Att. 4

<b>REPORT CONCURRENCE</b>	
<b>CONCURRENCE OF GENERAL MANAGER</b>	
<b>SENIOR STAFF REPORT REVIEW</b>	<b>INITIALS:</b>
<b>APPROVED BY CAO</b>	

## Staff Report

### Origin

The mandate of the Richmond Community Services Advisory Committee (RCSAC) is to encourage and promote social policies and community services that contribute to the well-being and quality of life of Richmond residents and to develop the capacity of the community service sector.

While an advisory body, the RCSAC is only partially a City-appointed committee (i.e. only two citizen representatives are Council-appointed). The City supports the RCSAC by providing an annual operating budget, a Council Liaison and a Staff Liaison.

This report supports Council's Strategic Plan 2018-2022 Focus Area #1 A Safe and Resilient City:

*Enhance and protect the safety and well-being of Richmond.*

*1.4 Foster a safe, caring and resilient environment.*

This report supports Council's Strategic Plan 2018-2022 Focus Area #4 An Active and Thriving Richmond:

*An active and thriving community characterized by diverse social and wellness programs, services and spaces that foster health and well-being for all.*

*4.1 Robust, affordable, and accessible sport, recreation, wellness and social programs for people of all ages and abilities.*

*4.2 Ensure infrastructure meets changing community needs, current trends and best practices.*

This report also supports Social Development Strategy (2013-2022) Action 38:

*Nurture and enhance existing communication channels and networks with community agencies (e.g. through staff support to the Richmond Community Services Advisory Committee, participation in networking groups).*

This report presents the RCSAC 2019 Annual Report (Attachment 1) and proposed 2020 Work Plan (Attachment 2).

### Analysis

#### RCSAC Charter

As indicated in the RCSAC Charter (Attachment 3), the mission of this advisory committee is "to encourage and promote those social policies and community services which contribute to the

general health, welfare and quality of life of the residents of Richmond, and to increase inter-agency relations and cooperation in order to enhance community capacity”. Their mandate is described in the attached Charter as:

***Section A***

*The RCSAC shall advise Richmond City Council and may, in consultation with City Council, make representations to other policy-making bodies on the following:*

- 1. Policies that encourage cooperative planning and delivery of community services to ensure optimum efficiency and effectiveness;*
- 2. Social issues/concerns that have an impact on community services, special needs groups and the quality of life in the community;*
- 3. Community impact of governmental changes to policies and/or programs affecting Richmond’s community services; and*
- 4. Any other matters that may be referred by Richmond City Council, RCSAC member groups and the community at large.*

***Section B***

- 1. Coordination of activities and information sharing between the voluntary and public sector.*

The RCSAC also has separate “Operating Policies and Procedures” describing membership, structure and procedures.

**2019 Annual Report**

The 2019 RCSAC Annual Report, based on a number of Council Strategic Plan 2018-2022 focus areas (Attachment 1), includes the following highlights:

- The Non-Profit Social Purpose Space Needs Review, including the results of a space needs survey of Richmond-serving non-profit social service agencies (NPOs), was presented to Planning Committee in the 1<sup>st</sup> Quarter of 2019. This review was funded by the City and the Richmond Community Foundation based on background information provided in the RCSAC’s “Richmond Non-Profit Space Review, Phase 1” report previously presented to Council (3<sup>rd</sup> Quarter of 2017);
- Members provided agency-specific space needs information to staff for consideration by Planning Committee and Council in the 4<sup>th</sup> Quarter of 2019;
- The RCSAC and member agencies participated in the Community Action Team, led by Vancouver Coastal Health with a grant from the provincial government to address the opioid overdose crisis. This initiative included significant involvement of those with lived experience, who worked with peers and service providers to raise awareness and reduce stigma; and
- The inventory of community-based tables and committees relevant to social services was updated (Attachment 3).

### 2020 Work Plan

The RCSAC's 2020 Work Plan includes building on previous undertakings as well as new initiatives:

- Continuing work on social service space needs by participating in the “Rent-Lease-Own” survey of NPO space needs conducted by the Social Purpose Real Estate Collaborative (SPRE), of which the City is a member. Results will be analyzed by municipality, as well as regionally, and shared with City Council in the 3<sup>rd</sup> Quarter of 2020;
- Participating in a SPRE-sponsored workshop about real estate fundamentals for social purpose organizations to increase sector capacity;
- Conducting the Jennifer Larsen Gains and Losses Survey about non-profit finances and related service impacts, particularly the impact of Federal and Provincial policy and funding decisions on Richmond services;
- Supporting service providers by bringing in guest speakers about Compassion Fatigue; and
- Continuing to apprise Council of matters affecting community agencies and Richmond residents.

As indicated, this work program will be revised as necessary, based on emerging issues as well as future Council priorities.

### **Financial Impact**

There is no financial impact.

### **Conclusion**

The RCSAC 2020 Work Plan is designed to reflect the Council Strategic Plan (2018–2022) and to advance Social Development Strategy (2013–2022) actions by strengthening social infrastructure and addressing emerging issues impacting the community. Through its annual work plans, the RCSAC continues to play a vital role in sustaining and enhancing the social services sector, and thereby the social well-being and quality of life of Richmond residents.



Lesley Sherlock  
Social Planner  
(604-276-4220)

- Att. 1: RCSAC 2019 Final Annual Report  
2: RCSAC 2020 Work Plan and Budget  
3: RCSAC Community Table/Committees Inventory  
4: RCSAC Charter



## **2019 Final Report**

## 2019 RCSAC Executive Committee Report

### 2019 Executive Committee Membership:

Sarah Louie, Atira Women's Resources Society	Co-Chair
Calum Scott, Family Services of Greater Vancouver	Co-Chair
Rick Dubras, Richmond Addiction Services Society	Treasurer
Janice Lambert, Richmond Family Place	Member-at-Large
Ling Chu, SUCCESS	Member-at-Large
Kathie Chiu, The Salvation Army	Member-at-Large
Councillor Michael Wolfe	City Council Liaison
Lesley Sherlock	City Staff Liaison

### Results of Executive Elections at the November 14, 2019 Annual General Meeting

As documented in the RCSAC Operating Policies and Procedures, members on the Executive, with the exception of the Co-Chair positions, hold their positions for a period of one year. Elections are held at the November Annual General Meeting (AGM) to elect/re-elect committee members to their respective executive roles. The results of the elections were:

Co-Chair	Rick Dubras, Richmond Addiction Services Society
Co-Chair	Sarah Louie, Atira Women's Resources Society
Treasurer	Janice Lambert, Richmond Family Place
Member-at-Large	Kathie Chu, Salvation Army
Member-at-Large	Ling Chu, SUCCESS
Member-at-Large	Tabitha Geraghty, Chimo Community Services

Cllr. Bill McNulty was welcomed as the new City Council Liaison to the RCSAC.

### Executive Committee Summary of 2019 Activities:

#### Membership

- Membership numbers increased in 2019
- New members in 2019: Parampal Sharma (WorkBC), Rachel Ling (Citizen Appointee), Neelu Kang Dhaliwal (Individual Member) and Kim Adamson (YMCA of Greater Vancouver)

#### RCSAC Action Groups

The RCSAC does not have standing sub-committees, but rather has ad hoc, time-limited action groups to address specific concerns or accomplish specific tasks. The following action groups were active in 2019:

- Addictions and Mental Health
- NPO Space Needs
- RCSAC Website

Additionally, the RCSAC receives semi-regular reports from the City of Richmond’s Affordable Housing team to keep the RCSAC informed on housing and homelessness issues.

### Action Group Reports

#### **RCSAC Addictions and Mental Health Task Group**

Membership: Brenda Plant (Chair), Belinda Boyd, Kathie Chiu, Rick Dubras, Heather Hall, Jamie Smulders (on leave), Claire Pitcher, Una Mulhall (left during the year), Kiran Toor, Stasa Pasic (stepped down during the year), Ling Chu, Morgan Meloche, Sean Spear, Shannon Guiboche.

Mandate: To support the RCSAC’s advisory capacity to the City of Richmond on issues related to Addictions and Mental Health (AMH); to enhance the continuum of AMH services in Richmond; and to develop partnerships and identify funding sources for the implementation of AMH working group initiatives.

#### Activities:

Many of the initiatives of the AMH Working Group during the year were informed by the work being done in our community through the Richmond Community Action Team (CAT) to address the current opioid crisis and the impacts this is having on Richmond’s most vulnerable citizens and the community at large.

Activities of the CAT Team included hosting a series of “Belonging Matters” dialogue sessions, the creation of a visual legacy (poster project) highlighting peer’s voices, holding “How to Tell Your Story” workshops and Health Champion Conversations; convening peer meetings and hosting the final event held in October. The final event celebrated the success of the initiative by supporting participants and those with lived-experience to tell their stories and express their unique voices.

Other highlights during the year included continuing to advocate and support the development of the Foundry Youth Services Centre; the opening of the temporary Modular Housing in Richmond in April, and ensuring local agencies have access to Naloxone training and supplies.

The Resource Guide for Richmond was updated by the OARS program with a final version completed in October. Over 500 copies were produced and have been circulated. The Richmond Addiction and Mental Health Resources Wallet Card has also been updated, printed and circulated. A revised version is under consideration.

Of note: Vancouver Coastal Health - Richmond has released a new Mental Health and Substance Use one number access line (604-204-1111).

## NPO Space Needs

### Membership:

Janice Barr, Rick Dubras, Janice Lambert, Sandy McIntosh, Judy Valsonis

### Mandate:

To explore the space needs of Richmond's NPOs and find collaborative solutions to report back to the RCSAC on those needs.

### Activities:

The final phase of the NPO Space Needs survey and report has been completed. The results of the Phase 2 Richmond Non-Profit Social Purpose Space Needs Review report was presented to the RCSAC in September.

### Report:

2019 has been a busy year for the NPO Space Needs Committee. On April 25, 2019 City Staff submitted a report on the Richmond Community Services Advisory Committee Non-Profit Social Service Agency Space Needs Review to Planning Committee. A delegation from the NPO Space Needs Committee attended the Planning Committee meeting and spoke to the issue. The report included two recommendations:

- 1. That support be extended for the RCSAC to develop a database on space needs of non-profit social service agencies, to be updated and maintained biannually through surveys of agencies; and*
- 2. That staff investigate potential options available to increase the supply of affordable non-profit social service agency space in the City Centre and other appropriate locations and report back.*

These recommendations were endorsed at the May 27, 2019 Richmond City Council meeting.

On October 8, 2019 City Staff returned to Planning Committee with the agency-specific information report, "Non-Profit Social Service Agency Current and Future Space Needs". This report included agency specific information regarding space needs and further recommendations. A delegation from the NPO Space Needs Committee attended the Planning Committee meeting and spoke to the issue. The report included three recommendations:

- 1. That non-profit social service agency space needs be communicated and a letter be sent to key stakeholders, including the Premier, the Minister of Municipal Affairs and Housing, the Minister of Social Development and Poverty Reduction, the Minister of Health and Addictions, the Leader of the Opposition and Shadow Ministries, the Richmond Members of the Legislative Assembly (MLAs), the Richmond Members of Parliament (MPs) and appropriate Federal ministers, the Richmond School District, Vancouver Coastal Health, and the Urban Development Institute, to encourage collaboration in addressing the concerns of social service agencies;*
- 2. That the City and key stakeholders seek immediate opportunities to prevent the loss of at-risk, high priority social service agencies in Richmond as described in the staff report titled "Non-Profit Social Service Agency Current and Future Space Needs", dated September 20, 2019 from the Director, Community Social Development; and*



3. *That options to increase the supply of affordable non-profit social service agency space in the City Centre and other appropriate locations be identified.*

These final recommendations were endorsed by City Council on October 15, 2019. A delegation from the NPO Space Needs Committee attended this City Council meeting.

The NPO Space Needs Committee looks forward to the final report produced by City Staff on the potential options available to increase the supply of affordable non-profit social service agency space in the City Centre and other appropriate locations in spring 2020.

In addition to the reports and recommendations to the Planning Committee and City Council, a delegation of the NPO Space Needs Committee has met with City Councillors to discuss the NPO Space needs issues in Richmond. These Councillors include:

- Councillor Bill McNulty
- Councillor Linda McPhail
- Councillor Michael Wolfe

Respectfully Submitted by Janice Barr, NPO Space Needs Committee, Chair

**RCSAC Website**

Membership:

Rick Dubras (RASS), Jennifer Dieckmann (RCSAC)

Mandate:

To update the RCSAC website and integrate an Addictions services calendar into it.

Activities:

Ongoing updates to make the RCSAC website a useful tool for members to showcase events and activities, share contact information and provide a centralized location to share ongoing calendared addiction services events and activities. The website also stores ongoing RCSAC minutes, reports and member information.

Community Tables/Committee Inventory

As per our 2019 Work Plan, the RCSAC keeps the Richmond Community Table/Committee Inventory. Please see the attached table for a current list of committees operating in Richmond.

Presentations

Community organizations presented to the RCSAC at almost every meeting on issues and topics vital to Richmond’s community services. The organizations and topics include:

- **January** Smart Cities Challenge: Lisa Fedoruk, City of Richmond
- **February** Richmond Family Place Society (RFPS): Ruth Taverner, RFPS
- **March** Committee Working Groups on Hot Topics
- **April** Turning Point Recovery Society (TPRS): Morgan Meloche, TPRS
- **May** Community Action Team (CAT): Jessie Sutherland, Intercultural Strategies
- **June** Homelessness Strategy Update : Cody Spencer, City of Richmond
- **September** Truth and Reconciliation: Terry Point, Richmond School District;  
Cultural Harmony Plan: Dorothy Jo, City of Richmond
- **October** SUCCESS: New Programs and Services: Ling Chu, SUCCESS;  
Library Services and At-Risk Youth: Susan Walters and Anne Bechard,  
Richmond Public Library
- **November** AGM Items
- **December** Task groups to discuss hot topics

Financial

A 2019 financial report and proposed 2020 budget was drafted by the Treasurer and approved by the membership at the RCSAC’s November AGM.

The RCSAC has continued to operate without an increase to the City Grant. Membership has held steady at 41 members with slight changes in organizations leaving and joining throughout the year. For 2019, the RCSAC has continued to track and manage expenses effectively.

The 2020 Work Plan was approved at the November 14, 2019 RCSAC AGM as a working document that will be revisited throughout the year and revised as necessary.

**RCSAC 2019 Membership**

<b>Organization</b>	<b>Representative(s)</b>
<b>Voting Members</b>	
Atira Women’s Resource Society	Sarah Louie, Janice Abbott
BC Responsible and Problem Gambling	Phyllis Chan
Boys and Girls Club of South Coast BC	Jason Lee, Letah Addison
Chimo Community Services	Tabitha Geraghty
Citizen Appointee (EX)	Rachel Ling

Coast Foundation Society (Coast Mental Health)	Darell Burnham, Tamara Speiran, Gary Jimenez
Community Living BC	George Sartori
Connections Community Services Society	Jane Reed
Developmental Disabilities Association	Donna Cain, Tasia Alexis
Family Services of Greater Vancouver	Patricia Steiner
Pacific Autism Family Centre Society	Dawn McKenna
Pathways Clubhouse Richmond	Tanya Wheatley
RCMP Richmond Detachment Mental Health Liaison	Constable Heather Hall
Richmond Addiction Services Society	Rick Dubras, Clarence Chan
Richmond Cares, Richmond Gives	Jocelyn Wong, Carol Dickson
Richmond Caring Place Society	Sandy McIntosh
Richmond Centre for Disability	Ella Huang, Eileen Kalshoven
Richmond Children First	Helen Davidson, Kerry Watts
Richmond Division of Family Practice	Denise Ralph, Sherry Wang
Richmond Family and Youth Court Committee	Judith Nixon
Richmond Family Place Society	Janice Lambert, Ruth Taverner
Richmond Food Bank Society	Hajira Hussain
Richmond Food Security Society	Ian Lai
Richmond Mental Health Consumer & Friends Society	Cory Tymich
Richmond Multicultural Community Services	Parm Grewal, Ashok Rattan
Richmond Poverty Response Committee	De Whalen, Theresa Head
Richmond Seniors Advisory Committee	Sandra Gebhardt, Diane Couser
Richmond Society for Community Living	Janice Barr, Sue Graf
Richmond Women's Resource Centre	Florence Yau, Shireen Gregorius, Tammi Belfer
S.U.C.C.E.S.S. Richmond Region	Ling Chu, Jill Lee, Jenna Park
School District No. 38 (Richmond)	Braunwyn Thompson

The Heart of Richmond AIDS Society	Carl Bailey
The Salvation Army (Richmond Community Church)	Kathy Chiu (Major) Executive Director
Touchstone Family Services	Judy Valsonis, Janice Kostiuk
Turning Point Recovery Society	Morgan Meloche, Brenda Plant, Donna Colpitts
Individual Member	Neelu Kang Dhaliwal
Vancouver Coastal Health – Richmond (Public Health & Primary Care)	Carole Gillam, Nellie Hariri
WorkBC	Parampal Sharma, Alejandro Iompietro, David Lee
YMCA of Greater Vancouver	Kim Anderson
Metro Vancouver Transit Police	Inspector Bruce Shipley, Cst. Miles Teitelbaum
<b>Non-Voting Members</b>	
City Council Liaison	Cllr. Michael Wolfe
City Staff Liaison	Lesley Sherlock, Social Planner

## **2019 RCSAC Work Plan Results**

For the 2019 year, the RCSAC continued to link its annual work plan initiatives to the Richmond City Council Term Goals. Within this goal statement, the RCSAC focused on providing advice on Council's following priorities.

The RCSAC also highlighted several other areas to work towards in 2019 to ensure committee stability and to improve community agency engagement.

---

### **Goal 1: A Safe Community**

#### **1.4 Effective interagency relationships and partnerships**

##### **Objectives**

- To respond to Council requests for advice regarding community safety matters
- To provide a forum for Social Service Providers, the City Council Liaison, the City Staff Liaison, Citizen Appointees and Individual Members to collaborate, share, network and learn from one another as well as from City and community guest presenters
- To identify, advise and provide recommendations to City Council and staff of trends, gaps and needs of our community

##### **2019 Activities**

- Non-Profit Space Needs Phase 2 Report, "Richmond Non-Profit Social Purpose Space Needs Review" presented to Planning Committee (January 2019)
- RCSAC members provided agency-specific space needs information to City staff for presentation to Planning Committee and Council (October 2019)

### **Goal 2: A Vibrant, Active, and Connected City**

#### **2.2 Effective social service networks**

##### **Objectives**

- To increase connections within the RCSAC membership
- To increase information and opportunities for RCSAC members to plan and promote community and social service events and activities
- To review and broaden the membership of the RCSAC and encourage organizations providing community and social services in the Richmond community to join.
- To increase administrative efficiency for RCSAC

## **2019 Activities**

- Increased RCSAC website utilization and webpage hits.
- Increased number of events and program information posted to the RCSAC website
- Additional social and community service organizations joining the RCSAC
- Report on successful outcomes completed and included in the RCSAC 2019 Annual Report

## **Goal 3: A Well-Planned Community**

### **3.4 Diversity of housing stock**

#### **Objective**

- Continue to support the implementation of the Affordable Housing Strategy
- Advise Council regarding the Affordable Housing Strategy Update proposed 2019 actions
- Consult agencies working with homelessness and housing, and the City, to identify and highlight affordable and supportive housing needs and projects in Richmond
- Work collaboratively with Richmond social services and advocates to draft regular communication, highlighting housing needs and projects, to City Council and City staff

## **2019 Activities**

- Regular updates presented to RCSAC General Committee meeting by member organizations on the state of housing and homelessness in Richmond and the updated Affordable Housing Strategy

## **Goal 4: Leadership in Sustainability**

### **4.2 Innovative projects and initiatives to advance sustainability**

#### **Objectives**

- Explore issues of food security and its inter-relation to community and social services in Richmond (e.g. intersection of food with physical and mental health, disease prevention, emergency food relief)
- Support the City as it advocates for a coordinated regional approach to enhance local food security
- Support the development of a food security action plan for Richmond

## **2019 Activities**

- Food security updates were presented to the RCSAC General Committee by member organizations

## **Goal 5: Partnerships and Collaboration**

### **5.1 Advancement of City priorities through strong intergovernmental relationships**

#### **Objectives**

- To provide City Council with information about the impact of provincial and federal funding decisions on social services agencies and Richmond residents

## **2019 Activities**

- Jennifer Larsen Gains and Losses survey completed and communication tool planned for 2020
- Successful actions completed and included in the RCSAC 2019 Annual Report

## **Goal 6: Quality Infrastructure Networks**

### **6.2. Infrastructure is reflective of and keeping pace with community need.**

#### **Objectives**

- Identify space needs for non-profit societies within Richmond
- Identify housing and community space needs of RCSAC clients and member agencies

## **2019 Activities**

- See Goal 1: 2019 Activities for Non-Profit Space Needs Action Group activities
- Successful actions completed and included in the RCSAC 2019 Annual Report

## **Goal 9: Well-Informed Citizenry**

### **9.2 Effective engagement strategies and tools.**

#### **Objectives**

- To share and promote information and engagement opportunities with clients of member agencies
- To stay apprised of results of engagement tools and how they are impacting our clients

## **2019 Activities**

- Presentations included in RCSAC meetings
- Information sharing included in meetings

---

## **Additional RCSAC Work Plan Activities**

**The RCSAC worked to support its membership in the following ways.**

### **Objectives**

- To increase connections within RCSAC members
- To increase information and opportunities RCSAC members can access to plan and promote community and social service events and activities
- To review and broaden the membership of RCSAC and encourage organizations providing community and social services in the Richmond community to join
- To increase administrative efficiency for RCSAC

## **2019 Activities**

- Maintained the Community Committees and Tables Inventory
- Attracted new RCSAC members
- Encouraged and facilitated sub-committees and task forces to collaborate on projects outside the scope of the RCSAC
- Promoted information sharing amongst member organizations
- Encouraged and facilitated advocacy amongst member organizations
- Continued updating and maintaining the RCSAC website



**RCSAC 2019 Financial Statement**

**RCSAC Draft Budget 2019**

Balance brought Forward December 31, 2018	\$2930.71
Revenue	
City of Richmond	\$11,000.00
Membership Dues	\$2,000.00
Bank Interest	\$5.00
Sponsorship	\$0.00
<b>Total Revenue</b>	<b>\$15,935.71</b>
Expenses	
Admin Assistant	\$8541.81
Admin Expenses	\$202.44
Forums/Meetings	\$1127.01
Website + IT	\$235.20
Website Training/Calendar	\$771.55
Post Box Renewal	\$0.00
Volunteer Appreciation	\$50.00
Sub Committee/printing/events	\$250.00
	\$11,178.01
<b>Total Balance</b>	<b>\$4,757.70</b>



**RCSAC** | **Richmond Community Services  
Advisory Committee**

## **2020 Work Plan and Budget**

## **2020 RCSAC Work Plan**

The RCSAC will prioritize Council requests for advice as they arise throughout the year. The RCSAC will also continue to provide advice on social issues and community service matters that reflect Council's Strategic Plan 2018-2022 as outlined in the following proposed 2020 Work Plan.

---

### **Goal 1: A Safe and Resilient City**

#### **1.4 Foster a safe, caring and resilient environment**

##### **Objectives**

- To respond to Council requests for advice regarding community safety matters
- To provide a forum for Social Service Providers, Council Liaisons and City Staff, Citizen Appointees and Individual Members to collaborate, share, network and learn from one another, as well as guest presenters from the City and community
- To identify, advise and provide recommendations to City Council and staff of trends, gaps and needs of our community

##### **Proposed 2020 Actions**

- Continuing to support the RCSAC's Jennifer Larsen Gains and Losses Survey, about non-profit finances and related service impacts, through the Let's Talk Richmond platform in partnership with the City
- Ensure that the Non-Profit Social Purpose Space Needs Survey initiative continues through participation in the Social Purpose Real Estate Collaborative's "Rent-Lease-Own" survey
- Invite guest presenters to educate the RCSAC on topics relevant to social service providers and their clients, including community safety
- Support initiatives that reduce barriers to accessing services in the community

##### **Outcomes/Indicators of Success**

- Completion of both the Space Needs Survey and the Gains & Losses Survey by following up with the City on the outcomes
- Establish a relationship between the Social Purpose Real Estate Collaborative and the RCSAC to ensure we remain informed of the broader space needs in the region
- Advice is provided to City Council regarding community safety issues
- Communication Tools are sent to City Council, monitored and reported out to the members as appropriate

---

## **Goal 2: A Sustainable and Environmentally Conscious City**

### **2.3 Increase emphasis on local food systems urban agriculture and organic farming**

#### **Objectives**

- The RCSAC will examine issues of food security and its inter-relation to community and social services in Richmond (e.g. intersection of food with physical and mental health, disease prevention, emergency food relief)
- Support the City as it advocates for a coordinated regional approach to enhance local food security
- Support the development of a food security action plan and steering committee for the City of Richmond

#### **Proposed 2020 Actions**

- Consult with the Food Security and Agricultural Advisory Committee regarding food security initiatives
- Support the City of Richmond's partnership with Foodmesh which provides apps and services for food businesses and charities to safely divert surplus food to the highest end use

#### **Outcomes/Indicators of Success**

- Communication Tools to Council completed as appropriate
- 

## **Goal 3: One Community Together**

### **3.1 Foster community resiliency, neighbourhood identity, sense of belonging and intercultural harmony.**

### **3.3 Utilize an interagency and intercultural approach to service provision.**

#### **Objective**

- To increase connections within the RCSAC membership
- To increase information and opportunities for RCSAC members to plan and promote community social service events and activities
- To review and broaden the membership of the RCSAC and encourage organizations providing community and social services in the Richmond community to join
- To increase administrative efficiency for the RCSAC

## **Proposed 2020 Actions**

- Maintain the Community Table/Committee Inventory and provide an update to City Council in the RCSAC Annual Report
- Continue to develop a members-only log-in section on the RCSAC website so members can access minutes, agendas, reports etc.
- Support on-going updates to the RCSAC website
- Form an action team to review membership and invite organizations to learn more about the RCSAC
- Consider opportunities for the RCSAC to financially support community initiatives

## **Outcomes/Indicators of Success**

- Increased RCSAC website utilization and webpage hits
  - RCSAC website “Members-Only” log-in page is used
  - Increased number of events and program information posted to the RCSAC website
  - Additional social and community service organizations join the RCSAC
  - Report on successful outcomes completed and included in the RCSAC 2019 Annual Report
- 

## **Goal 4: An Active and Thriving Richmond**

**4.1 Robust, affordable, accessible sport, recreation, wellness and social programs for people of all ages and abilities.**

**4.2 Ensure infrastructure meets changing community needs, current trends and best practices.**

### **Objectives**

- Keep the community informed about Early Years (0-6) in order to spread the message and concerns to a larger group of people.
- RCSAC and member organizations embody mindfulness and self care practices in their policies and procedures. The RCSAC will continue to inform membership that compassion fatigue is a real issue that needs to be dealt with to avoid mental health issues.

## **Proposed 2020 Actions**

- In partnership with Richmond Children First, prepare communication tools regarding the early years
- Provide community resource connections to support Early Years such as translation services for immunization forms and other documents.

- Encourage membership to seek support for compassion fatigue through education and providing a toolkit to engage members in accessing the needed supports.

### **Outcomes/Indicators of Success**

- In consultation with Richmond Children First, consider bringing this table into the RCSAC.
  - Create a Compassion Fatigue Task Group that would bring in guest speakers to the RCSAC to educate the membership on this topic.
- 

## **Goal 8: An Engaged and Informed Community**

### **8.1 Increase opportunities for public engagement.**

### **8.2 Ensure citizens are well-informed with timely, accurate and easily accessible communication using a variety of methods and tools.**

#### **Objectives**

- To share and promote information and engagement opportunities with member agency clients
- To stay apprised of the results of engagement tools and how they impact clients

#### **Proposed 2020 Actions**

- Provide an opportunity for presentations to the RCSAC from City staff and Community Partners on engagement strategies and tools
- Share and promote information and engagement opportunities with member agencies and clients

#### **Outcomes/Indicators of Success**

- Communication Tools are sent to City Council as appropriate
- Presentations are included in the RCSAC meetings
- Information sharing is included in meetings

**RCSAC 2020 Proposed Budget**

<b>2020 - January 1 to December 31</b>	
<b>Balance Projected to be brought Forward from 2019</b>	\$4,500.00
<b>Revenue</b>	
City of Richmond	\$11,000.00
Membership Dues	\$450.00
Bank Interest	\$5.00
Sponsorship	\$0.00
<b>Total Revenue</b>	<b>\$15,955.00</b>
<b>Expenses</b>	
Admin Assistant	\$11,000.00
Admin Expenses	\$225.00
Forums/Meetings	\$1,100.00
Website + IT	\$1,400.00
Volunteer Appreciation	\$200.00
Task/Action Groups	\$2000.00
<b>Total Expenses</b>	<b>\$15925.00</b>
<b>Total Balance</b>	<b>\$30.00</b>

## RCSAC Community Table / Committees Operating in Richmond

Community Tables/Committees	Mandate	Meeting Schedule	Key Contacts	Contact Info	Topic ie. Child Care, Health,
Richmond Autism Interagency Committee (RAIC)	A networking and information-sharing platform for professionals and community members working and/or living with children with Autism Spectrum Disorder.	RSCL Boardroom 12:30 - 2:00 p.m. 1st Tuesday of each month	Denise Abegg, RSCL	<a href="mailto:dabegg@rscl.org">dabegg@rscl.org</a>	Children
Richmond Child Care Development Advisory Committee (RCCDAC)	Provides advice and recommendations to Richmond City Council regarding the planning and development of quality child care.	City Hall 7:00 - 9:00 p.m., 2nd Wednesday of each month	Chris Duggan, City of Richmond	<a href="mailto:cduggan@richmond.ca">cduggan@richmond.ca</a>	Children
Richmond Child Care Training Committee (RCCTC)	Facilitates professional development opportunities for the child care community, works in partnership with the child care community to develop, facilitate and offer professional development opportunities for child care providers and, will provide leadership to organizations in Richmond seeking to provide professional development for the child care community.	South Arm Community Centre 1st Tuesday of each month	Carrie McLellan-Haqq SCDP Coordinator	<a href="mailto:cmclellan@rscl.org">cmclellan@rscl.org</a>	Children
Richmond Infant Development Program Local Advisory Committee	An advisory body established to guide and support the IDP agency and staff in the delivery of the Infant Development Program. The IDP is accountable to the community through its LAC.	Caring Place 3:30 - 5:00 p.m. 2-3 times per year	Elaine Kwok IDP Coordinator	<a href="mailto:ekwok@rscl.org">ekwok@rscl.org</a>	Children
Richmond Seniors Advisory Committee	Considers and evaluates issues affecting seniors referred by City Council, City staff and members of the community; initiates studies on matters of concern to seniors and submits information and advice to City Council.	City Hall 9:30 – 11:30 a.m., 2nd Wednesday of each month	Debbie Hertha, City of Richmond	<a href="mailto:dhertha@richmond.ca">dhertha@richmond.ca</a>	Seniors
Richmond Supported Child Development Program Local Advisory Committee	An advisory body established to guide and support the SCDP agency and staff in the delivery of the Supported Child Development Program. The SCDP is accountable to the community through its LAC.	Caring Place 9:30 - 11:30 a.m. Mondays 3-4 times per year	Karen Jensen-Haqq SCDP Coordinator	<a href="mailto:kjensen@rscl.org">kjensen@rscl.org</a>	Children
Richmond Learning and the Brain Conference Organizing Committee	To organize an annual educational event to the residents in Richmond School District.	Monthly	Sarah Loat, Richmond School District	604-233-0521 <a href="mailto:sloat@sd38.bc.ca">sloat@sd38.bc.ca</a>	Children, Youth
The Richmond Public Agency Partners Group, includes Vancouver Coastal Health Richmond; City of Richmond; Richmond School District; Ministry of Children and Family Development; and the RCMP.	Increase coherence amongst the five major public agencies in Richmond in promoting the physical, mental, social and emotional wellness of children and youth in our community. Commit to use an asset development philosophy. Support the PAPC to the children and youth of Richmond.	3 times per year	Dr. Meena Dawar, VCH	604-233-3170 <a href="mailto:meena.dawar@vch.ca">meena.dawar@vch.ca</a>	Children, Youth



## RCSAC Community Table / Committees Operating in Richmond

Community Tables/Committees	Mandate	Meeting Schedule	Key Contacts	Contact Info	Topic ie. Child Care, Health, Seniors
Supporting Families With Parental MH and/or Addictions Committee	The program aims ultimately to foster a family-centered approach to service delivery at Richmond Mental Health and Addictions. It aims to provide parents dealing with mental illness or addictions relevant insight into their condition, and tools and strategies for successful parenting. For children and youth, Supporting Families provides information on disorders, access to services and access to others going through the same thing. Rather than focusing on the disorder itself, Supporting Families functions as a resiliency-building program to help children and families cope with disorders.	Monthly 3rd Thursdays	Rebecca Sun, Supporting Families Coordinator	<a href="mailto:rebecca@supportingfamilies.ca">rebecca@supportingfamilies.ca</a>	Children, Youth and Families
Youth Concurrent Disorders Network	To build capacity across the system of services and supports in British Columbia to address youth and families affected by youth concurrent mental health and substance use problems.	Quarterly	Richard Dubras, RASS	604-270-9220 <a href="mailto:rick@richmondaddictions.ca">rick@richmondaddictions.ca</a>	Youth
Youth Network	Anyone who works with youth is welcome.	Every three months	Krista Germyn, City of Richmond	<a href="mailto:Kgermyn@richmond.ca">Kgermyn@richmond.ca</a>	Youth
Advisory Design Panel	City-appointed panel to look at universal accessibility and environmental features and all issues of urban designs in building permit applications.	Every second week on Wednesday at Richmond City Hall	Sara Badyal, City of Richmond	604-276-4282 <a href="mailto:sbadyal@richmond.ca">sbadyal@richmond.ca</a>	Disability
Community Living BC (CLBC) Community Council	To ensure self-advocates, families, community members and service providers play a major role in achieving CLBC's vision of fostering good lives in welcoming communities.	Monthly meeting at Richmond CLBC Office, usually on third Tuesday of the month	Chair: Ruth Shannon	<a href="mailto:prshannon@telus.net">prshannon@telus.net</a>	Health and Well-Being
Fetal Alcohol Syndrome FASD round table	A community initiative that builds FASD awareness through preventive education.	Touchstone Family Association 1:00 - 2:30 p.m. 3rd Thursday(4 times/year)	Cheryl Penner, Touchstone	<a href="mailto:cpenner@touchstone.ca">cpenner@touchstone.ca</a>	Health and Well-Being

## RCSAC Community Table / Committees Operating in Richmond

Community Tables/Committees	Mandate	Meeting Schedule	Key Contacts	Contact Info	Topic ie. Child Care, Health, Seniors
RCSAC (Richmond Community Services Advisory Committee)	<p>To advise City Council on social policies and community planning issues.</p> <p>To identify and address emerging concerns by: Educating the appropriate organizations, government bodies, and community members.</p> <p>Sharing information and providing networking opportunities.</p> <p>To create awareness of relevant issues, as appropriate, at the federal, provincial, and municipal levels of government.</p> <p>To support local, community-based initiatives.</p>	<p>RCSAC Executive Committee meets 1st Thursday monthly / RCSAC General Committee meets 2nd Thursday monthly</p>	<p>Karen Wighton, RCSAC Executive Secretary</p>	<p><a href="mailto:admin@rcsac.ca">admin@rcsac.ca</a></p>	<p>Social Concerns (All ages)</p>
RCSAC AMH Task Group	<p>To work in an advisory capacity to the City of Richmond on issues related to Addictions and Mental Health (AMH); to enhance the continuum of AMH services in Richmond, and to develop partnerships and identify funding sources for the implementation of AMH working group initiatives.</p>	<p>As required</p>	<p>Brenda Plant, Turning Point</p>	<p><a href="mailto:bplant@turningpointrecovery.com">bplant@turningpointrecovery.com</a></p>	<p>Health and Well-Being</p>
Richmond Children First	<p>A community early and middle years planning initiative bringing together organizations who share a common vision and collective responsibility for the health and well being of all Richmond children.</p>	<p>Every other month</p>	<p>Chris Salgado, VCH-Richmond</p>	<p><a href="mailto:chris.salgado@vch.ca">chris.salgado@vch.ca</a></p>	<p>Children</p>
Richmond Falls Prevention Network	<p>The Richmond Falls Prevention Network has membership from City of Richmond, Vancouver Coastal Health Richmond, Richmond Fire Rescue, community based organizations, that focus on identifying and preventing the cause of falls in our community. The Richmond Vial of Life sub committee came out of RFPN and once they implemented VoL in Richmond and have now come back under RFPN as a regular agenda item .</p>	<p>Monthly 3rd Tuesday 9:30 - 11:00 am</p>	<p>Rishma Dhalla, VCH-Richmond</p>	<p>604-233-3208 <a href="mailto:Rishma.dhalla@vch.ca">Rishma.dhalla@vch.ca</a></p>	<p>Health and Well-Being</p>
Richmond Intercultural Advisory Committee	<p>To enhance intercultural harmony and strengthen intercultural co-operation in Richmond.</p>	<p>Monthly meeting at Richmond City Hall</p>	<p>Dorothy Jo, Inclusion Coordinator</p>	<p><a href="mailto:djo@richmond.ca">djo@richmond.ca</a></p>	<p>Health and Well-Being</p>

## RCSAC Community Table / Committees Operating in Richmond

Community Tables/Committees	Mandate	Meeting Schedule	Key Contacts	Contact Info	Topic i.e. Child Care, Health, Seniors
Richmond Literacy Now Committee	To discuss strategy and progress in our goals to connect the community to literacy initiatives. We aim to outreach to new immigrants, youth, seniors, and disadvantaged individuals. Through our goals, we assist them to be more active participants in society by developing competencies in a broad range of life skills.	Monthly	Marg Dixon, Richmond School District 604-668-6191	604-668-6191	Health and Well-Being
Affiliation of Multicultural Societies and Services Agencies in BC (AMSSA)	Provides support for immigrant serving agencies and their programs including settlement services, information on upcoming events such as the Multicultural Health Fair, AMSSA website provides settlement staff with useful information on community resources for the delivery of settlement servicesprovides a variety of publications and resources that are related to the delivery of settlement.	Monthly	Katie Rosenberger, Executive Director AMSSA	604-718-2780	Immigrant Services
Richmond Community Collaboration Table	Richmond 's Community Collaboration Table (CCT) is part of a nationwide initiative of Immigration, Refugees, Citizenship Canada to complemenet existing immigrant integration programs through commuity collaboration known as Local Immigration Partnerships (LIPS). The CCT engages commuity partners to participate in long term planning to create inclusive environments, both for the community of Richmond and for individual businesses. service organizations and institutions. The CCT believes in the capacity and ability of the community to influence and implement change through how policy is crafted and developed in the future. (Richmond Multicultural Community Services) Focused on conducting research, formulating an action plan, and implementing it with the intent to foster inclusion and reduce barriers for refugees and immigrants in feeling at home in Richmond.	Quarterly	Parm Grewal, RMCS	604-279-7160 <a href="mailto:parm@rmcs.bc.ca">parm@rmcs.bc.ca</a>	Immigrant Services
Settlement Workers In School Advisory Committee.	To provide advice to Richmond School Board on the delivery of SWIS program in the school district.	Twice/Year	Marilyn Turnbull, Principal, McKay Elementary	604-668-6470 <a href="mailto:mturnbull@sd38.bc.ca">mturnbull@sd38.bc.ca</a>	Immigrant Services

## RCSAC Community Table / Committees Operating in Richmond

Community Tables/Committees	Mandate	Meeting Schedule	Key Contacts	Contact Info	Topic i.e. Child Care, Health, Seniors
Metro Vancouver Living Wage for Families Campaign	The Living Wage for Families Campaign raises awareness about the negative impact of low-wage poverty on families and communities in Metro Vancouver, advocating that the key solution to low-wage poverty is to pay families a living wage – enough to cover basic living expenses for a family of 4 (2 adults and 2 children) such as food, clothing, shelter, transportation and child care. The 2019 living wage rate for Metro Vancouver is \$19.50/hour per person in a 2 income household.	Varies	De Whalen, RPRC	<a href="mailto:de_whalen@hotmail.com">de_whalen@hotmail.com</a>	Poverty Reduction
Organizing Against Racism and Hate (OARH)	The Richmond Community Protocol is designed to help organizations, community members and all relevant stakeholders react promptly and effectively whenever critical incidents of discrimination, hate crime or related incidents occur. This protocol is designed to guide both how stakeholders work with each other to coordinate organizational approaches to dealing with hate crime, and also, how individual organizations and community members support victims of hate crime in day to day situations.	Quarterly	Parm Grewal, RMCS	604-279-7160 <a href="mailto:parm@rmcs.bc.ca">parm@rmcs.bc.ca</a>	Anti-Racism
Richmond Poverty Response Committee (PRC)	A coalition of Richmond residents and agencies working together to reduce poverty and the impacts of poverty with research, projects and public education. Includes PRC Transportation Task Force, Housing Task Force and the Richmond Advocacy and Support Committee (RASC).	Varies	De Whalen, RPRC	<a href="mailto:info@richmondprc.org">info@richmondprc.org</a>	Poverty Reduction



**RCSAC** | Richmond Community Services  
Advisory Committee

## **Charter**

September 11, 2008

*Approved by Richmond City Council January 20, 2009*

**CNCL - 382**

## Table of Contents

<i>I.</i>	<i>MISSION STATEMENT OF THE RICHMOND COMMUNITY SERVICES ADVISORY COMMITTEE</i>	<i>3</i>
<i>II.</i>	<i>HISTORY</i>	<i>4</i>
<i>III.</i>	<i>RICHMOND COMMUNITY SERVICES ADVISORY COMMITTEE (RCSAC) IN BRIEF</i>	<i>5</i>
<i>IV.</i>	<i>RCSAC ROLES</i>	<i>5</i>
<i>V.</i>	<i>CITY LIAISON</i>	<i>6</i>
<i>VI.</i>	<i>MANDATE</i>	<i>6</i>
	Section A	6
	Section B	6
	<i>APPENDIX I</i>	
	An Oral History of RCSC, later to become RCSAC	7
	<i>APPENDIX II</i>	
	40 DEVELOPMENTAL ASSETS	9

**I. MISSION STATEMENT OF THE RICHMOND COMMUNITY SERVICES ADVISORY COMMITTEE**

*To encourage and promote those social policies and community services which contribute to the general health, welfare and quality of life of the residents of Richmond, and to increase inter-agency relations and cooperation in order to enhance community capacity.*

## II. HISTORY

The Richmond Community Services Advisory Committee, hereinafter referred to as “RCSAC”, received formal recognition as an advisory body to Richmond City Council and its appropriate Committees on May 25, 1987<sup>1</sup>.

It builds on the information gathering and sharing strengths of the Richmond Community Services Council, which served the community in a similar but less formal capacity from April, 1978 to its evolution as the RCSAC in September, 1987.

During several years of Community services as a voluntary collaborative of non-profit, government and private agencies and organizations in the field of social and related community services, the Richmond Community Services Council and its member organizations were instrumental in the development and establishment of:

- The municipally funded RCMP Youth Intervention Program;
- A municipal social planner position;
- Richmond Child Protection Network;
- Richmond Family Place;
- An open referral in-the-home parenting program (lost with others during the 1983 restraint measures imposed by major government funding sources);
- Collaboration in preparation of the report *Preparing for a Livable Future: Recommendations* by the City Center Steering Committee;
- Improved Municipal Grant application and appeal processes;
- The Child Care Advisory Committee;
- The Inventory of Social Services in Richmond
- The Richmond Intercultural Advisory Committee

An RCSAC Poverty Response Committee was established, and reports were submitted to Council. This has now become an independent committee.

Representatives from the RCSAC

- participated in the Community Parks, Recreational & Cultural Working Group to assist in providing City Council with a Master Plan;
- currently participate in the Substance Abuse Task Force; and
- the Richmond Intercultural Advisory Committee.

---

<sup>1</sup> See Appendix I



### **III. RICHMOND COMMUNITY SERVICES ADVISORY COMMITTEE (RCSAC) IN BRIEF**

1. Advises Richmond City Council, and/or the appropriate Council Committee.
2. Makes representations to other policy-making bodies on social policy and community services matters.
3. Provides informed comment and advice to Richmond City Council on implications for policies and services being changed and introduced.
4. Undertakes its work at the request of Richmond City Council, the RCSAC membership, and the community at large.
5. Provides a strong and active role in overall social policy and community services decisions for community representatives and nonprofit society boards.

### **IV. RCSAC ROLES**

1. The Richmond Community Services Advisory Committee (RCSAC) is a forum for community service\* agencies to meet on a regular basis in order to share information and ideas about issues of common interest, and to identify emerging needs.

**\*Community Services:** defined as those covering the general areas of health, social services, education, and other related service where the overall intent is to improve the quality of life for Richmond residents.

2. The RCSAC will foster the development of services, through an asset building<sup>2</sup> approach, to meet those needs.
3. The RCSAC will establish and monitor Task Forces to undertake activities deemed by the RCSAC to be necessary and consistent with the objectives of the RCSAC. All Task Forces will be time limited with both start and end dates, and will produce a written report.
4. The RCSAC may employ and hire such staff as deemed necessary to assist in the operation of the RCSAC, including all Task Forces. All employees will report directly to the Co-Chairs of the Executive Committee.
5. The RCSAC will provide a leadership and educational role in social issues affecting community services.
6. The RCSAC strives to work cooperatively and in a complementary manner with other City advisory committees.

---

<sup>2</sup> See Appendix II

## **V. CITY LIAISON**

Liaison with the City of Richmond will be provided by:

- One (1) non-voting Richmond City Council Liaison, and
- One (1) non-voting City Staff Liaison, provided by the Policy Planning Department.

## **VI. MANDATE**

### **Section A**

The RCSAC shall advise Richmond City Council and may, in consultation with City Council, make representations to other policy-making bodies on the following:

1. Policies that encourage cooperative planning and delivery of community services to ensure optimum efficiency and effectiveness;
2. Social issues/concerns that have an impact community services, special needs groups and the quality of life in the community;
3. Community impact of governmental changes to policies and/or programs affecting Richmond's community services; and
4. Any other matters that may be referred by Richmond City Council, RCSAC member groups and the community at large.

### **Section B**

1. Coordination of activities and information sharing between the voluntary and public sector.

## **APPENDIX I**

### **An Oral History of RCSC, later to become RCSAC**

**(Delivered by Olive Bassett at the RCSAC General meeting of December 8, 2003)**

It is ten years since I have been associated with this advisory council, some of which I speak on today could be familiar to many of you but perhaps some of you are not familiar with the early history I hope it will be of interest to you. I was a member of RCSC for many years before becoming a school trustee then I was elected as their Rep. on the PAC (Policy Advisory Council) in 1990. Back in 1978, there was very little planning for social services, something had to be done, and the United Way was invited to set up some social planning for the community. There was no Social Planner at the municipal level at that time. The Child Services Committee, a committee of the United Way, was not representative enough; its mandate was services to children 12 & under. A newly formed Child Abuse Committee was attempting to educate the public on what was happening to children; the community health nurses and social workers were the only ones going into the homes of many abused children. But the climate of the times prevented anyone from speaking out especially about sexual abuse, this was a taboo topic, no one wanted to talk about it. And there were many turf problems, every one was working in isolation on their own particular issues and problems, this is mine that is yours, don't mix the two! Finally the United Way placed an arms length community person in as Chair of the Child Services Committee hoping to become more effective. Something was still needed; the committee was not representative of agencies working with families, children & youth. Palmer School had just gone up in smoke, at the hands of a teen-age girl who badly needed treatment. There were no services of the kind youth like her needed, but it was risking a teachers or a community health nurse's job to speak out on lack of services. It was so difficult to address so many social problems in the community but at that time, the thought of washing your linen in public was not to be tolerated. The School Board refused to put a family life program into the schools. The community was polarized. Many were demanding the program, just as many were in denial it was needed, and these felt the only place to teach this subject was in the home. Which was fine but those children needing the program did not come from homes where this kind of education was taught. It was a little later I believe the Richmond Youth Services Agency came into being to focus on the issues and problems facing the over 12's. And so, it was in this type of atmosphere that a major meeting was held with many of those delivering social services to families. Through this meeting, they got the endorsement needed to be something much broader than the Richmond Children's Committee. A Steering Committee was set up that met twice a month for a solid year and what came out of that was the framework for the Richmond Community Services Council. That was in 1978, and nine years later in '87, with the assistance of a municipal councilor, a social planner had finally been hired, RCSC was restructured and given the formal title of the Richmond Community Services Advisory Council, RCSAC, as it is known today. They would make recommendations for social service issues and report those issues & concerns directly to the Municipal Council through the Policy Advisory Council, who were elected from the Boards of the individual agencies to serve on PAC. They were the political arm of the RCSAC. And Council listened. In their eyes, it was no longer just staff driven. These were elected people making the recommendations. With the new structure, there was also the IAC, Inter Agency committee, made up the staff and the 'Hands On' people who worked in the field, and the Coordinating Committee overseeing both IAC & PAC. This is all in your charter, I found it very interesting to re-read, and it would be well worth your re-reading pages 20 to 24. In

1989, the RCSAC held a "Strategy Planning and Priority Setting Meeting". This was an extremely important meeting for RCSAC. Johnny Carline, Deputy Administrator, Strategic Planning for Richmond spoke on what Richmond could look like in the future, two questions he asked of the group: 1. "What are the priorities for service provision for all of the agencies in the next three years?" 2. "What suggestions do you have for the municipality to incorporate social issues into the growth management strategy?" A planning committee took all the suggestions, solutions, comments and concerns and brought in a final report in January 1990. Seven (7) recommendations came out of it and were presented to council, they may help you in your deliberations on the restructure process, I will leave it with Michael Then in 1994, RCSAC sent out an excellent questionnaire to member organizations, to see if the advisory council was meeting the needs of its membership by addressing gaps, identifying issues and resources to address them and then develop an action plan. The survey was divided into six major sections: Role & Function, Participation, Community issues, Strengths & Weaknesses, Suggestions for raising the profile of RCSAC and lastly the potential for sending out a newsletter. I will also leave a copy of this with Michael, as it may prove useful. I see you are now contemplating another re-structure, perhaps some questions that you may ask yourselves are: "What do you want to accomplish that you are not doing now?" "When was the last time your charter was brought up to date?" "How many agencies out there are not aware of what you do?" "How many agencies or groups out there doing a service for the community, are you not aware of?" In my opinion the reason RCSAC has survived while many others have not, is because community volunteers and staff have worked together for a common goal, this way everyone wins. The effectiveness of RCSAC has always been present to a greater or lesser degree. It is a tremendously important organization and the accomplishments you have gained have not come easy. It is an organization you can be proud to belong to. However, it must be supported by each and every social service organization in order to have the greatest impact for good.

Thank you.

M. Olive Bassett

## **APPENDIX II**

### **40 DEVELOPMENTAL ASSETS**

Search Institute has identified the following building blocks of healthy development that help young people grow up healthy, caring, and responsible.

#### **External Assets**

##### **Category Asset Name and Definition**

##### **Support**

1. Family Support-Family life provides high levels of love and support.
2. Positive Family Communication-Young person and her or his parent(s) communicate positively, and young person is willing to seek advice and counsel from parents.
3. Other Adult Relationships-Young person receives support from three or more non-parent adults.
4. Caring Neighborhood-Young person experiences caring neighbors.
5. Caring School Climate-School provides a caring, encouraging environment.
6. Parent Involvement in Schooling-Parent(s) are actively involved in helping young person succeed in school.

##### **Empowerment**

7. Community Values Youth-Young person perceives that adults in the community value youth.
8. Youth as Resources-Young people are given useful roles in the community.
9. Service to Others-Young person serves in the community one hour or more per week.
10. Safety-Young person feels safe at home, school, and in the neighborhood.

##### **Boundaries and Expectations**

11. Family Boundaries-Family has clear rules and consequences and monitors the young person's whereabouts.
12. School Boundaries-School provides clear rules and consequences.
13. Neighborhood Boundaries-Neighbors take responsibility for monitoring young people's behavior.
14. Adult Role Models-Parent(s) and other adults model positive, responsible behavior.
15. Positive Peer Influence-Young person's best friends model responsible behavior.
16. High Expectations-Both parent(s) and teachers encourage the young person to do well.

##### **Constructive use of time**

17. Creative Activities-Young person spends three or more hours per week in lessons or practice in music, theatre, or other arts.
18. Youth Programs-Young person spends three or more hours per week in sports, clubs, or organizations at school and/or in the community.
19. Religious Community-Young person spends one or more hours per week in activities in a religious institution.
20. Time at Home-Young person is out with friends "with nothing special to do" two or fewer nights per week

## **INTERNAL ASSETS**

### **Category Asset Name and Definition**

#### **Commitment to Learning**

21. Achievement Motivation-Young person is motivated to do well in school.
22. School Engagement-Young person is actively engaged in learning.
23. Homework-Young person reports doing at least one hour of homework every school day.

24. Bonding to School-Young person cares about her or his school.
25. Reading for Pleasure-Young person reads for pleasure three or more hours per week.

### **Positive Values**

26. Caring-Young person places high value on helping other people.
27. Equality and Social Justice-Young person places high value on promoting equality and reducing hunger and poverty.
28. Integrity-Young person acts on convictions and stands up for her or his beliefs.
29. Honesty-Young person "tells the truth even when it is not easy."
30. Responsibility-Young person accepts and takes personal responsibility.
31. Restraint-Young person believes it is important not to be sexually active or to use alcohol or other drugs.

### **Social Competencies**

32. Planning and Decision Making-Young person knows how to plan ahead and make choices.
33. Interpersonal Competence-Young person has empathy, sensitivity, and friendship skills.
34. Cultural Competence-Young person has knowledge of and comfort with people of different cultural/racial/ethnic backgrounds.
35. Resistance Skills-Young person can resist negative peer pressure and dangerous situations.
36. Peaceful Conflict Resolution-Young person seeks to resolve conflict nonviolently.

### **Positive Identity**

37. Personal Power-Young person feels he or she has control over "things that happen to me."
38. Self-Esteem-Young person reports having a high self-esteem.
39. Sense of Purpose-Young person reports that "my life has a purpose."
40. Positive View of Personal Future-Young person is optimistic about her or his personal future.

These pages may be reproduced for educational, noncommercial uses only.  
Copyright © 1997 by Search Institute, 700 S. Third Street, Suite 210, Minneapolis, MN 55415; 800-888-7828; [www.search-institute.org](http://www.search-institute.org).